

Statement of Deficiencies

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.2. Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for staff: [TWO BUS AIDES].

5311.A.4. Health records to include documentation of good health, signed by a physician or designee was not available for staff: [FOR 2 BUS AIDES].

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for staff as follows: FOR 1 BUS AIDES. Documentation of submission **was not** available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

5312-A: Orientation Training

Not Met

Findings/Corrections

5312.A. Provider lacked documentation that staff, [2 Bus Aides], received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

Additionally, the bus drivers and the other bus aide failed to have documentation of 4 days of supervised work with children.

5323-B: Outdoor Space

Not Met

Findings/Corrections

5323.B.4. Crawlspace and mechanical, electrical, or other hazardous equipment is not inaccessible to children as [ROOM AIR CONDITIONER EQUIPMENT IS ACCESSIBLE IN THE OUTDOOR PLAY AREA]. (Note: Staff stated that information is being submitted to Licensing regarding these units.)

5335-B: Required Staff When Transporting Child Under 5

Not Met

Findings/Corrections

5335.B. The Provider did not have the driver plus one staff in each vehicle when transporting any child under five years of age. Only one bus has aides; the other four buses that transport three and four year olds do not have aides. (Note: Federal waiver has been granted and copy of documentation was submitted to Licensing per staff.)

Statement of Deficiencies

5335-E: Attendance Record

Not Met

Findings/Corrections

5335.E. The transportation attendance record documentation was incomplete as it did not include: the name of the person to whom the child was released. Transportation is center provided. One driver put relationship, i.e. grandmother, mother; and another driver put "Nursery" and did not list the name of the daycare the children were released to.

A complete record includes the driver's name, the date, name of all passengers(children and adults) in the vehicle, the name of the person to whom the child was released, and the time of the release.